



TOWN OF PRINCEVILLE

Board of Commissioners Regular Meeting Agenda
December 21, 2020 7:00PM
3003 North Main Street, Tarboro, NC 27886

Amid the COVID-19, the Board of Commissioners meeting will not be open to the public but will be available via teleconference.

Board Present: Mayor Bobbie Jones, Mayor Pro Tem Commissioner Linda Joyner, Commissioner Alvin Jones, Commissioner JoeRoam Myrick, Commissioner William Johnson (not present)

Staff Present: Town Manager Glenda Knight, Town Clerk Lakia Roberson, Attorney Dana Jones (teleconference), and Public Works Director Rydedrick Porter

- I. Call to Order and Roll Call (Mute phones please. Presider, please state the date for recording purposes)**
- II. Invocation-**Commissioner Alvin Jones
- III. Pledge of Allegiance-**N/A
- IV. Public Hearing-** Commissioner Linda Joyner moved to open public hearing, Commissioner Myrick seconded, vote carried 3-0.
 - 1) Dumping Ordinance-No questions
 - 2) Lease Agreement with Flood print- Kelsi Dew emailed her statement about the land leasing program. She stated that it is an exciting opportunity for the Town of Princeville and would like for the Board of Commissioners to consider a lease to own program for the lots that will be available for cultivation. Depending on the direction the program is heading, this could provide adaptive land-use and minimize the Town's responsibility for taxes, up-keep, and liability. I also believe there should be protections in place for the renters of the properties, especially for long term investments into the upkeep and management of the properties.

Commissioner Linda Joyner moved to closed public hearing,
Commissioner JoeRoam Myrick seconded, vote carried 3-0.

V. Public Comments: (Limited to 2 minutes. Read by Clerk)

My name is Trevon Patterson, my general comments are not related to the dumping ordinance nor the flood print leasing. I am submitting comments with the intention of being the social media manager for the Town of Princeville. I am the owner of a social media management agency called the TP Grp (group) and my purpose is to help people tell their story on social media. My agency also assists with creating content & posting strategy, and I'll keep your social media accounts active by posting and responding to comments. I would love to work with the Town of Princeville as the social media manager and assist with sharing not only the town's rich history, but it's culture of today.

VI. Announcement

- 1) Coronavirus update: Testing sites: Freedom Hill, Vidant walk-in clinic and Heritage Park; per Edgecombe County Health Dept. as of 12/14/2020 an update on cases; 2862 positive cases, 83 deaths, 2,531 recovered, 248 active cases.
- 2) Annual Ward Competition Results (Commissioner Joyner)- Commissioner Joyner stated that she is honored to announce the winner for the Christmas decorations contest from each ward and she would like to thank those that participated. She explained that the competition was from Dec. 7-19 and you had to call the Town Hall to complete the application and the winners will receive a 100-gift card. The winners are Betty Cobb - ward 1, Yvonne Person - ward 2, Roger Sutherland - ward 3, and Eddie Ray Hinton III - ward 4.
- 3) Discuss date and time for the Board meeting in January-Mayor informed everyone that the next meeting day is on Martin Luther King Day and polled the board for availability of an alternative date. They arrived at January 25th, 2021.

- 4) Railroad Crossing Closures: Mayor stated that the railroad crossing will be closed from January 11-15 for the Town of Princeville and other towns such as Edgecombe, Pitt Martin and Washington Counties.

VII. Adjustment to Agenda-N/A

VIII. Presentations (Limited 5-10 minutes. Ask presenters to speak from podium) – N/A

IX. Approval of the Agenda (Recommendation: Approval)- Commissioner Myrick move to approve the agenda, Commissioner Linda Joyner seconded the vote, vote carried 3-0.

A. Consent Agenda

- 1) November 16, 2020 Regular Meeting and Executive Session
(Recommendation: Approval)- Commissioner Linda Joyner move for approval; Commissioner Myrick seconded the vote, vote carried 3-0.
- 2) Special Call Meeting:160D; December 7, 2020 **(Recommendation: Approval)-** Commissioner Linda Joyner move for approval; Commissioner Myrick seconded the vote, vote carried 3-0.

X. Department Reports (See attachments)

- 1) Senior Center- No questions
- 2) Edgecombe County Sheriff Office- Town Manager followed up with an email question from the Mayor and stated that Caption Williams shared that hit and run that happened in Town is being investigated by State Trooper.
- 3) Ameri-Corp Service Member- No questions
- 4) Edgecombe County- No questions
- 5) Princeville Volunteer Fire Department- Chief Brown stated that he has three quotes for paving repairs and gutters. He stated that he recommends K&R for the gutters and they were aggressive in getting their quotes back. Chief Brown explained the paving for the parking area and stated that he received two quotes which is B&K paving, and their price is 15,000 and they are only going to repave on top of the old pavement. The other quote was from Moses and their bid is 30,000, they are willing to

take up the old pavement and relay the new pavement. Commissioner Jones asked Chief Brown his preference? Chief Brown replied that Moses would be his preference because of the longevity and the quality of service. Commissioner Jones asked Chief Brown what is the length of time from start to finish? Chief Brown replied that B&K will complete the project in one day and Moses will complete the project in two days. Town Manager asked if the matter could be tabled to assess funding sources, especially with insurance proceeds. Commissioner Jones asked if the Chief would be using the current Station as a substation and the Town Manager asked Chief Brown what will happen to the other location? Chief Brown said that essentially all that we would need was building #2 but it is not covered under the town but building #1 is covered under the town which is the main building, and the fire department covers additional insurance for building #2 and building #3. Town Manager explained she is having a meeting with Director Sprayberry and the entire team the first of the year and she recalls that FEMA did reimburse on the initial site structure. Chief confirmed that FEMA did provide reimbursement but wasn't sure of the amount. The Board tabled the repairs on the gutters, paving of the parking lot and relocation of substation. Motioned by Commissioner Joyner, seconded by Commissioner Myrick. Vote carried 3-0.

- 6) Public Works- Public Works Director shared that the town was approve through OSBM to purchase a Bobcat equipment and explained that fifth street had some paving that was rising, and he communicated with Barnhill and waiting for a time to go out and assess the problem. Mayor asked what was the status of Freedom Hill property? Public Works Director explained that there are three parcels that belong to the town and the other three parcels belong to a Morning, Johnson, and a Salvage. He stated the copies had been sent via email.

- 7) Finance Reports- Mayor inquired about check duplication. Town Manager responded that there appears to be a glitch with duplication and its being resolved. The check was only written once.

XI. Town Managers Report

- 1) Town Hall- Town Manager stated that the owner has been onsite per problem solving efforts. Town Manager presented colors for the carpet, wall, and door. She also stated that the hand railing is painted, sheet rock is up, dry wall, tile is on the floor, and work is being done on the bathroom. Town Manager stated that the contractors are still assessing whether COVID-19 will continue impact the supply orders and returns. Town Manager stated that when the contractors were putting in the windows, one cracked on the side so that will have to be replaced. Town Manager shared a proposed space swap for the seniors using Senior space as breakroom and overflow space, Town Manager office moved to overflow conference area, Finance Director moved to the front across from clerk. Town Manager recommendation is to have the Executive at the front for coordination of services and for customer service as well as to support clerk. Mayor stated that the main thing is the seniors to be at the senior center that is across the street from the Town Hall. Town Manager agreed with the Mayor. Commissioner Myrick asked about the scope of work regarding the dry wall. Town Manager informed Commissioner Myrick that the initial scope of work included the brick wall, and it didn't work out. Town Manager stated that the option was the dry wall that would give the Town Hall a more professional look. Town Manager informed Commissioner that it was two options to fix the problem and the first one was to go back in and smooth it out, but the blue was absorbing all that paint and it didn't look very professional. Commissioner Linda Joyner made a motion to approve the change order, Commissioner Jones seconded, vote carried 3-0.
- 2) Summary of Archaeological report- Town Manager stated that Creative Savage is doing the artifacts recovery work and they are currently working

on the Wooten property. She stated that they found a dumping pit on the side of Wooten and they are accessing the items within that dumping pit. Also, they are continuing to work over at Glennie location (across street). The town is putting all items in storage. All items have been and are being catalog.

- 3) BRIC Grant/Funds-Town Manager stated that the Town applied for the BRIC grant and the deadline was the 18th for initial submission. Town Manager stated that these funds will help the Town move forward with the infrastructure for the 53 acres, and the next steps is a team will review and will give the Town until the 23rd to make any improvements. Town Manager stated that the announcement will be on January 20, 2021.
- 4) Senior Center-Town Manager stated that Burney and Burney are moving right along and that the top of the building is underway. Town Manager stated that they are ahead of the timeline and it does not appear that COVID-19 is slowing the contractors down with the completion date.
- 5) Museum- Town Manager stated that the SHPO does a 106 review that means they access any design or plan that could compromise the historical structure of any project. She said the plan and design that the Board approved by Oakley Collier Board does not compromise the historical structure or aspect of this museum. Town Manager stated that the only historical original aspect of the museum is the ceiling, and everything else is gutted out and recreated. Town Manager stated that it seems SHPO is asking the Town to make the structure a school again. Town Manager shared that Oakley Collier created an adaptive reused plan and it will be like the Rocky Mount Mills, and what they did was preserved the external part of the building and upgraded the internal part to make it look more modern. Town Manager asked the Board if they want to continue to go with the initial plan and design by Oakley Collier or do, they want to turn it back into an 1818 school? Town Manager stated that SHPO is asking for taller walls and no restrooms and there was a consensus to go with the original design by Oakley.

- 6) 0% Revolving Loan Update- Town Manager stated that the Town approved applying for a two-million-dollar loan with zero interest rate with so that the Town could cover FEMA reimbursable projects because the Town did not have funds in the operational budget. Town Manager stated that as of 12-10-2020 the Town has \$675,000 remaining and other avenues of funding will be explored with Director Sprayberry on the 7th.
- 7) Floodgates- Town Manager stated that the company Sungate submitted their RFQ information and NCORR has the information and the Town is waiting for the final review and approval to move forward. The Town has some preliminary documents that need to be completed and those are being processed as quickly as possible.
- 8) District 6-No questions
- 9) 53 Acres-Town Manager stated that the Town applied for the BRIC Grant funds and the County Manager has signed and waiting for the State to draft up the subrecipient documents so the Town can sign the documents and move forward.
- 10) Heritage Park: Farmers Market- Town Manager stated that the Town has received the hard drive digitalization for the mural and it would be ideal for the Board to decide about the future of the mural at Heritage Park. Town Manager stated that in the new year the Town will be meeting with the planning board of the Farmers Market to review a design that was generated by Wooten. Town Manager shared that she would keep the Board informed.
- 11) Hazard Mitigation Grant Plan (HMGP) elevation results- Town Manager stated that the elevation results are complete and out of 75 they were able to complete 69. Next steps are to discuss how a seamless transition can look from phase 1 to phase II.

XII. Attorney Report

- 1) Dumping ordinance (**Recommendation: Approval**)- Commissioner Myrick asked about changing the wording in the general penalty ordinance section and deleting a sentence out. Attorney Jones informed

Commissioner Myrick that any changes that is made will have to go back to a public hearing. Commissioner Myrick inquired to delete the first sentence of the ordinance. Town Manager reminded board that the Public Works Director sent the amounts for the project and to add \$100.00 would be \$150.00 per Mayor suggestion. Attorney Jones requested to table the dumping ordinance until next meeting so she could further assess the request. Commissioner Myrick moved the motion, Commissioner Jones seconded, vote carried 3-0.

2) Lease Agreement with Flood print (Recommendation: Approval)

Attorney Jones stated that the leasing plan seem to be ready for use. Attorney Jones shared that the Town could look at long term leasing, and possible sale of the lots. Commissioner Myrick asked what will be the condition if the citizens failed to comply with the rules? Attorney Jones replied if the citizens do not comply then it can lead to eviction. Commissioner Joyner moved to vote for the lease agreement for community garden, Commissioner Jones seconded the vote, vote carried 3-0.

XIII. Old Business

- 1) Proposed 160D Survey (Recommendation: Approval)-** Town Manager provided handout of the power point from the conference call and survey questions to review. Town Manager recommended condensing the questions and perhaps have a part one and part two. Commissioner Joyner moved to vote to send condensing the survey questions, Commissioner Myrick seconded, vote carried 3-0.
- 2) January 16th work session (Commissioner Joyner)-** Commissioner Joyner stated that the location will be at Station Square in Rocky Mount, NC. She said that the initial meeting place is Temporary Town Hall at 8:30 am and go to different sites in the community and discussed the changes that can be done.
- 3) Levee (Colonel Bennett will follow up in January)-**Town Manager stated that Colonel Bennett will return in January for some updates.

- 4) Brownfield Coalition Update (Mayor Jones)- Mayor Jones stated that he is still waiting on some information from the Brownfield funding so the town can the complete application for the grant funds.

XIV. New Business

- 1) Donations: Jane Ryan- Town Manager shared that Ms. Ryan donated items for the youth group and that she will be staying in touch with the administration on how she can assist from a distance.
- 2) Princeville Youth Advisory Committee Documents (**Recommendation: Approval**) – Town Manager stated that the youth program is from kindergarten to senior. Commissioner Joyner moved to vote to approve the Princeville Youth Advisory Committee, Commissioner Jones seconded, vote carried 3-0.
 - a) Invitation
 - b) Application
 - c) Proposed By-Laws
 - d) Proposed Ordinance
- 3) Stormwater change order #4 (**Recommendation: Approval**)- Commissioner Myrick made motion to approve change order #4 for the piping, Commissioner Linda Joyner seconded the vote, Commissioner Joyner moved to approve the Stormwater change order, Commissioner Jones seconded the vote, vote carried 3-0.

XV. Executive Session: Commissioner Linda Joyner moved to vote to go into executive session; Commissioner Jones seconded; vote carried 3-0.

- N.C.G.S. 143-318.11(a)(1)(6) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of United States, or not considered a public record within the meaning of the Chapter 132 of the General Statutes.
- N.C.G.S. 143-318.11(a)(4) To discuss relating to the location or expansion of industries agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations or to discuss matters relating to military installation closure or realignment.
 - 1) Economic Development
 - a) 88 acres-Commissioner Joyner moved to accept the RFQ with changes from Attorney Jones, Commissioner Jones seconded, vote carried 3-0.
 - b) Acquisition (Beasley and Mutual)- No action
 - 2) Update scope of work: Legislative Appropriation- Commissioner Jones moved to accept the updated scope of work to clear all invoices. Commissioner Joyner seconded. Vote carried 3-0.
 - 3)

Personnel- Commissioner Jones move to vote to increase the cell phone bill from 40.00 to 50.00 of Town Manager, Commissioner Linda Joyner seconded, vote carried 3-0.

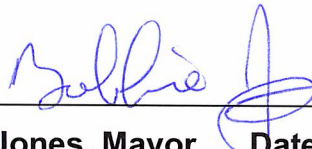
Commissioner Jones move to vote to increase salary percentage from 2% up to 10% for future evaluation, Commissioner Linda Joyner seconded, vote carried 2-1. (Commissioner Myrick opposed.)


Commissioner Jones moved to end executive session, Commissioner Linda Joyner seconded, vote carried 3-0.

Commissioner Linda Joyner moved to go back into regular session, Commissioner Jones seconded, vote carried 3-0.

XVI. Board Comments- Commissioner Jones stated that he was out in the community and 4 people stop him and they all had something positive to say. Commissioner Jones stated that we need to stay focus on what our mission is. Commissioner Linda Joyner stated that the Town doing an outstanding job and supporting one another is key. She said the Town is needs to pull together to meet the citizens need. She said good having Commissioner Myrick back. She thanked the citizens for holding everyone accountable.

XVI. Adjournment- Commissioner Linda Joyner vote to adjourn the meeting, Commissioner Jones seconded, vote carried 3-0. Meeting adjourned at 11:45 pm.


Bobbie Jones, Mayor Date

 1-25-2021
Lakia Roberson, Clerk Date